



## HOW TO . . . .

### **Integrate your VoIPVoice Phone with Skype**

*Thank you for purchasing your new VoIPVoice USB phone. We hope that you spend many happy hours chatting to others you know over the Internet.*

If, at any time you need help / assistance using your VoIPVoice USB phone, please contact our Support team:

Tel: **UK only** 0870 444 1230

Tel: **outside UK** +44 161 772 3000

Email: [support@voipvoice.com](mailto:support@voipvoice.com)

Please note that VoIPVoice can only deal with issues relating to the use of your VoIPVoice phone. Any issues relating to the use of Skype and Skype's services should be directed to Skype.

## The CD in the box

Inside the box with your VoIPVoice USB phone, you will find a CD.

Insert the CD into your CD-ROM drive.  
Setup should start automatically.

If Setup does not start; click 'Start', 'Run'; then in the dialog box that appears type D:\setup.exe where D is the drive letter of your CD-ROM drive.

Then click 'OK'.

## Installing the Software

The CD menu appears on screen, Fig. 1.



Fig.1

From here you can:

**View Help Files** – you will require Adobe Acrobat to view the help files. Files to view include:

- User Guide
- System Requirements
- Installation Notes
- Frequently Asked Questions

**Click Install** to start the Installation process.

### **Activate the VoIPVoice USB Phone**

Once Skype has been installed, the VoIPVoice USB phone is activated.

#### **Status Indication**

An icon visible in the Properties Bar will determine the VoIPVoice USB phone status.

For example:



No connection with a VoIPVoice USB Phone.



VoIPVoice USB Phone connected, but Skype not connected



Both VoIPVoice USB phone and Skype are connected.



Both VoIPVoice USB phone and Skype are connected. The VoIPVoice USB phone handset is off hook.

## Settings

Right click the VoIPVoice USB Phone icon in the Properties bar and select 'Options' (Fig. 2).

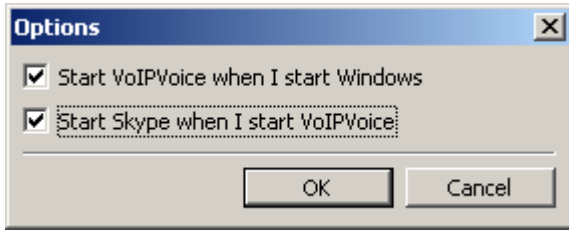


Fig. 2

*'Start VoIPVoice when I start Windows'*

VoIPVoice Integration starts automatically when Windows is started.

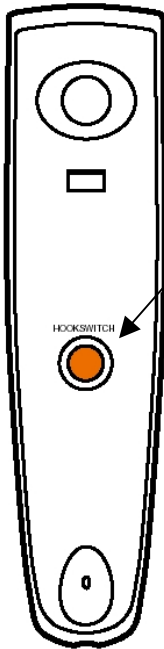
*'Start Skype when I start VoIPVoice'*

When VoIPVoice Integration starts, Skype automatically starts too.

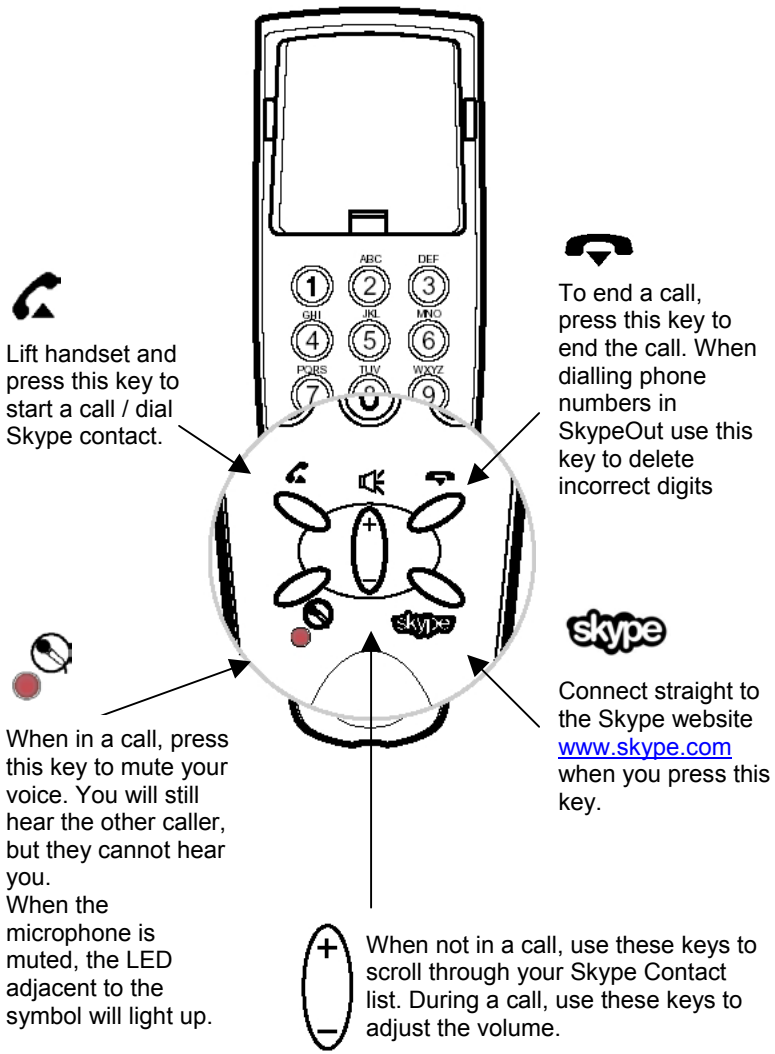
## What your VoIPVoice USB Phone will do

When integrated, your VoIPVoice USB phone will work hand-in-hand with Skype. Use the keypad just like an everyday telephone! **See *Getting to know my phone.***

## Getting to know my phone



Lift the handset and the Skype application will automatically open. When your phone rings, lifting the handset answers a call. Replacing the handset will end a call.



Use the numerical keypad to dial numbers in SkypeOut.

## Using the voice menu

Calls can be made directly to contacts using the corresponding digits on your VoIPVoice USB phone. The first letter of the Contact name as listed in your Skype Contacts is the letter to be pressed using the VoIPVoice USB phone.

To make a call this way:

1. Lift the VoIPVoice USB phone handset
2. Press \* - a voice prompt is heard – **‘Press digit to select contact’**
3. Press buttons 2....9 to choose the contacts whose name matches the letters on each digit. For example, if you have a contact called **John**, you will need to press **‘5’** to make a call to that contact. If **John** is the only contact name you have that begins with the letters **‘J’**, **‘K’** and **‘L’** as denoted on the **‘5’** digit, the call to him will be made. The message **‘Calling contact name’** can be heard as the call is being made.
4. If you have more than one contact listed under any of the digits, press **#** to activate the voice menu.
5. The voice menu lists contacts in alphabetical order, with a corresponding number. For example, **‘Press one to call contact name, two to call contact name’**. Press the appropriate number to call that contact. The message **‘Calling contact name’** can be heard as the call is being made.
6. If there are no matching contacts corresponding to the initial digit pressed, the voice prompt **‘No matching contacts’** is heard.